

ARTISTS IN SCHOOLS/COMMUNITIES

RESIDENCY SPONSOR GRANTS

The Artists in Schools/Communities (AiS/C) residency program supports artist residencies for a minimum of five days in one or more arts disciplines. Sponsors select artists in a variety of art disciplines from those listed in the NAC's Artist Directory. These artists have undergone an application review and selection process. Sponsors contact artists directly and should include them when planning the residency. During the residency, the artist(s) involves participants in hands-on arts activities, demonstrations and performances. The artist also conducts a teacher in-service session, and serves as a resource to the sponsor for curriculum development in the arts.

Eligibility

Any Nebraska public or private school or nonprofit community organization is eligible to apply. College and university-based projects may be funded only when participation by the public is sought in significant numbers. Organizations may apply for a maximum of two AiS/C grants per fiscal year.

Deadlines

If Your Request is \$2,500 or less:

- You can submit your application six weeks before the start date of the proposed residency.

If Your Request is over \$2,500:

Your application must be submitted by midnight on

- October 1 for residencies occurring between January 1 and June 30 of the NAC fiscal year.
- March 1 for residencies occurring between July 1 and June 30 of the NAC fiscal year.

Residency Lengths

Residencies must be at least five days long, with four contact hours per day, and should include a planning session. Artists may not be scheduled to conduct more than one residency at a time.

Artist Compensation and Travel Fees

These fees are calculated on a predetermined basis. Only if the artist must travel more than 30 miles from his/her home to the residency site is a travel per diem expenses included in the budget. Other expenses, such as supplies, are the responsibility of the sponsor, and are not included in the grant application.

Consortium Applicants

Sponsors of more than one residency per application

These applications must include a Residency Sponsor Application for each individual residency. However, all budget information will be compiled on one budget summary page.

Organizations of Color

An applicant organization that qualifies under the multicultural guidelines (see page 2) may request a grant for 70% of the artist's fee and travel per diem. The organization is responsible for the remaining 30% cash match.

Company Residencies

The applicant and a representative from the performing arts company negotiate an appropriate fee. The applicant may request from the NAC up to 50% of the cash expenses for the following residency costs: company fee, travel, local housing, accompanist, and local production costs (less estimated admission fees from the general public).

AiS/C Application Review Criteria

Goals, Objectives and Planning

- A broad-based planning committee is strongly encouraged. This will help in assessing the school or community's needs, garner financial support, and encourage participation by all involved. All school residencies should include the principal and at least one teacher in the committee.
- Prior to the residency, the artist and sponsor should discuss all aspects of the residency. Where possible, an on-site planning session should be scheduled with the artist.
- Specific, measurable, comprehensive objectives should be cited.
- Goals should enhance existing curriculum and/or programs for participants.

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Core Group

- This is a small group of students or participants that meets in repeated sessions (at least 20% of the artist's total schedule) during the course of the residency. This should be reflected in the schedule submitted with the grant. One or more core groups must be identified to ensure an in-depth experience for selected participants. Specific outcomes for what the core group(s) is to accomplish by the residency's end must be outlined.

Activities and Format

- Activities should involve the school and community. Examples include performances, student/artist exhibits, open house events, or lecture demonstrations.
- In school residencies, artist-led activities can effectively help achieve outcomes specified by the local school district. Artists can also team with teachers and contribute to curriculum and assessment strategies.
- Residencies should include at least one teacher in-service if in a school, or a "meet-the-artist" session if in other community settings. This can provide the sponsor with insight into the artist's discipline, an opportunity to review goals and objectives, and time to discuss follow-up activities that could extend the residency's impact. An in-service is not a "planning period."
- The artist can be scheduled for a maximum of 4 hours per day contact time with participants. Typically this means four 1-hour sessions or five 45-minute sessions. The days don't necessarily have to be consecutive, though over-all continuity should be carefully considered.
- A teacher or other staff member should be present during all residency activities to maintain a productive work environment and facilitate successful follow-up activities.
- If the artist requests it, the sponsor should try to provide studio/practice space. Storage space for equipment should also be provided if needed by the artist.

PROJECT GRANTS

Project Grants are designed to address the wide variety of arts projects organizations design and implement. Applicants apply in one of the three following categories:

Project Grants for Arts Education

This category is for projects that make the arts a basic part of lifelong learning. Examples of project types include arts education projects in schools or communities that do not fit the NAC's Artist in Education format; projects to design a comprehensive, sequential arts education curriculum; collaborations between educational and nonprofit organizations which integrate the arts into lifelong education.

Project Grants for Collaborative Projects

This category is for projects that foster collaborations between organizations and between organizations and artists. Examples of project types include exhibitions, performances, poetry readings, commission and/or support of new work development, arts festivals, community murals, and ethnic heritage projects.

Project Grants for Multicultural Awareness

This category is for projects that significantly include people of color and/or works by people of color in existing or new arts programming. The NAC cannot support applications that seek funding for a multicultural component of a project being considered for funding in another NAC grant category at the same deadline.

Eligibility

Nebraska public and private schools, nonprofit organizations that are federally tax-exempt and state agencies. Basic Support grantees may apply only at the October 1 deadline.

Grant Amounts

\$1,000 - \$5,000

The applicant must have enough cash to match all of the dollars requested. Multicultural organizations that meet multicultural eligibility requirements may match NAC grants with donated services, fees, and products.

Deadlines

March 1 for projects that occur between July 1 and June 30 of the NAC fiscal year.

October 1 for projects that occur between January 1 and June 30 of the NAC fiscal year.

Support materials must be postmarked (not metered) or delivered to the Nebraska Arts Council office no later than 5:00 pm on that date. Faxed materials will not be accepted.

Project Grant Review Criteria

The process by which these grants are reviewed is shown in the flowchart on page 6. Applications are reviewed by panelists on the following criteria, and those listed on page 3.

- Project involves one or more arts disciplines
- Experience and/or qualifications of primary artists
- Involvement by other organizations
- Outreach to the community, including persons of color, the economically disadvantaged and other underserved groups
- Community impact: extent to which the project will further multicultural awareness within the community and/or organization, including the audience to directly benefit
- Complete, well-prepared, clearly presented application with an accurate, balanced and realistic budget
- Appropriate marketing plan for target audience
- Effective project evaluation techniques
- Access for persons with disabilities
- Colleges & universities: substantial evidence of impact on and service to the general public as well as to the campus community

MULTICULTURAL ASSISTANCE GRANTS

This program provides grants for arts projects to non-profit organizations that serve primarily, or are composed of, people of color. People of color are defined as Asian, African-American, Hispanic, or Native American persons. Examples of eligible projects include:

- Professional development for your organization's staff or volunteers.
- Designing and development of marketing tools for touring.
- Creating sets, costumes, or props for touring.
- Offering performances or arts education programs for the public.

Eligibility

Nebraska arts organizations or non-arts community and volunteer organizations that serve primarily, or are composed of, people of color. These groups must be incorporated as nonprofit organizations in Nebraska and must have Federal tax-exempt status. Organizations must meet multicultural eligibility requirements (see page 2). Organizations may submit no more than two applications per fiscal year.

Grant amounts

\$100 - \$2,000

Deadline

Grants must be submitted a minimum of **six weeks** prior to the project start date.

Support materials must be postmarked (not metered) or delivered to the Nebraska Arts Council office no later than 5:00 pm on that date. Faxed materials will not be accepted.

Projects must take place between July 1 and June 30 of the NAC fiscal year.

Multicultural Assistance Grant Review Criteria

The process by which these grants are reviewed is shown in the flowchart on page 7. Applications are reviewed according to the following criteria, and those listed on page 3:

- The application is complete.
- The budget is appropriate for the project.
- The project will further the arts mission of the organization.
- The project or activity is appropriate to the organization.
- The consultant, artists, key personnel, and/or proposed program are qualified to meet the organization's needs.
- The project is carefully planned.
- The applicant organization meets the eligibility requirements for this category.

NTP/EN SPONSOR GRANTS

Nebraska Touring Program/Exhibits Nebraska (NTP/EN) Sponsor Grants help sponsor organizations fund performances or exhibits selected from the NAC Artist Directory, available on the NAC web site.

Eligibility

Nebraska public and private schools and nonprofit organizations that are federally tax-exempt.

Grant Amounts

NAC can fund up to 45% of the artist fees on a first-come, first-served basis.

Deadlines

Grants accepted first-come, first-served through June 30 for events taking place the following fiscal year (between July 1 and June 30). For events taking place in July or August, applications must be submitted by June 30 **and** at least 6 weeks ahead of the event.

Booking an Event & Applying for a Touring Grant

- Read the artist descriptions in the NAC *Artist Directory* and select an event suitable for your facility. If your organization is presenting more than one artist or ensemble through the Nebraska Touring Program, you may include them all in one grant application.
- Phone the artist or contact person to discuss availability and technical requirements. When a verbal agreement is reached, ask the contact person to send you a contract for the event.
- Both parties must sign the contract, and one copy of the signed contract must be submitted with the grant application, as support material. Keep the original signed copy for yourself.
- In completing the application budget, sponsors should request 45% of the artist's fee from the NAC. Touring grants only help support the artist's fee. Touring grants do not support additional production costs.

Payment of fees

- After your application is processed, the NAC will send the authorizing official an award notification e-mail, with instructions for accepting the award.
- The grant award, which is normally 45% of the artist's fee, will be mailed to you or direct deposited to your account approximately 10 days prior to the event. Subdivisions of government will be paid by Intrastate Transaction Documents.
- Sponsors must pay the entire fee directly to the artist/ensemble on the day of the event, or as specified in the artist's contract.
- Sponsors must pay for all local production costs, such as hall rental, marketing, and administrative expenses.

Organizations of Color

Organizations of color that qualify under the guidelines set forth on page 2 may request a grant of 70% of the artist's fee. The sponsoring organization must pay the remaining 30% of the artist's fee.

Block Booking

Artists and ensembles may offer a lower block booking fee if several consecutive performances are booked in close proximity. These discounted fees are offered at the artists' discretion.

In order to establish a block booking, sponsors can:

- Ask the artist about other bookings he/she has in your area. You may need to be flexible with your event dates.
- Contact neighboring venues, schools, or community arts councils about block booking.

SPECIAL OPPORTUNITY SUPPORT GRANTS

Special Opportunity Support grants are designed to provide quick access to funds supporting a variety of arts projects in the following areas:

Projects

Projects that use artists or arts activities as a key component. Examples of project types include exhibitions, performances, poetry readings, commission and/or support of new work development, arts festivals, community murals, and ethnic heritage projects.

Professional Development

Opportunities for employees, board members, or volunteers of arts or multicultural organizations for first-time attendance at arts-related conferences, workshops, and seminars that enhance the mission of the organization. Funds are restricted to registration fees and travel expenses.

Eligibility

Nebraska nonprofit organizations that are federally tax exempt. The Professional Development category is open only to arts organizations and multicultural organizations that have an arts component. Organizations may submit up to 2 applications per fiscal year.

Grant Amounts

\$1,000 maximum. Check with NAC staff to determine fund availability for your project.

The applicant must have enough cash to match all of the dollars requested. Multicultural organizations that meet multicultural eligibility requirements may match NAC grants with donated services, fees, and products.

Deadline

Grants must be submitted at least **six weeks** and a maximum of nine weeks prior to the project start date.

Support materials must be postmarked (not metered) or delivered to the Nebraska Arts Council office no later than 5:00 pm on that date. Faxed materials will not be accepted.

All projects must take place between July 1 and June 30 of the NAC fiscal year.

Special Opportunity Support Grant Review Criteria

The process by which these grants are reviewed is shown in the flowchart on page 7. Applications are reviewed according to the following criteria, and those listed on page 3:

- Project involves one or more than one arts disciplines
- Community impact
- Experience and/or qualifications of primary artists
- Involvement by other organization
- Access for persons with disabilities
- Service to the community, including persons of color, the economically disadvantaged and other underserved groups
- Complete, well-prepared, clearly presented application
- Accurate, balanced and realistic budget
- Effective project evaluation techniques
- Colleges & universities: substantial evidence of impact and service to the general public in addition to the campus community

BASIC SUPPORT GRANTS

Purpose

The Basic Support Grant category provides general operating support to arts organizations, allowing them to improve and extend the arts services they annually provide to their communities. These grants are currently awarded on a triennial basis.

Eligibility

In order to be eligible, an organization must be an arts organization as defined in the **Glossary**, have been incorporated in Nebraska for a minimum of three years prior to application, have Federal tax-exempt status, and operate on a year-round basis. Basic Support Grants are awarded on a triennial basis, and new applications are not accepted every year.

Organizations interested in applying for Basic Support Grants must contact the NAC before submitting a first-time application.

Deadline

March 1. Applications and Interim Applications must be submitted by midnight on the day of the deadline. Support materials must be postmarked (not metered) or delivered to the Nebraska Arts Council office no later than 5:00 pm on that date. Faxed materials will not be accepted.

All organizations currently receiving Basic Support funds will file either an interim application or a full application as directed on the e-grant site.